

**HALL MEMORIAL LIBRARY
BOARD OF TRUSTEES
MEETING
September 11, 2012**

RECEIVED

SEP 18 2012

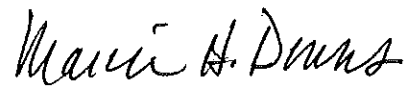
TOWN OF ELLINGTON
TOWN CLERK'S OFFICE

- I. Chair John Halloran called the Regular Meeting of the Hall Memorial Library Board to order at 7:35 PM. Members present were Peter Nickerson, Janet Wieliczka, Jeanne Zulick, and Susan Phillips, Library Director. Mary Blanchette and Mary Clements were excused. Marcia Downs was present as Recording Secretary.
- II. Citizen's Forum – Francie Berger was in attendance as a citizen at this meeting.
- III. Approval of Minutes of the June 2012 Meeting (Wieliczka/Nickerson) - The minutes were reviewed by members present and were unanimously approved as written.
- IV. Treasurer's Report –Bookkeeper Marcia Downs read the balances of the checking and savings accounts to date, and reported any unusual activity. A discussion followed. John Halloran reviewed the latest Bank Statements from the Fowler Trust Fund.
- V. Prior Year/Current Year Budget – The prior and current years' budgets were reviewed and discussed among the Board Members. Sue Phillips explained this years' spending to date.
- VI. Library Director's Report – The report was reviewed and discussed
- VII. Friends of the Library Report –Peter Nickerson reported that the Friends were invited to the Ellington Farmer's Market on 9/8/12 to participate in the 'Know Your Civic Organizations' program.
- VIII. Old Business – FY 2011 – 2012 Budget Reimbursement – The final FY 2011-2012 budget was discussed and a motion was made (Wieliczka/Zulick) and unanimously approved to pay the amount of \$16,239.15 from the checking account to the Town for the 2011-2012 Budget Reimbursement.
- IX. New Business – Long Range Planning – In order to start discussion on a new Long Range Plan, Sue Phillips will send a copy of the last Long Range Plan to the Board Members via email. The item will be on next month's agenda for further discussion and eventual implementation of a new plan.
- X. Directors' Concerns – Sue Phillips passed out a notice about the yearly Association of CT Library Boards 2012 Trustee Leadership Conference which will be held next month. Several Board members expressed interest in attending. There is a new edition of the ACLB Manual for Board Members. Sue will email the manual to the Board members. Janet Wieliczka expressed a concern about the wording of the library hours on the Library website. Sue will check into it. She also mentioned that Winterfest will be held this year on the November 30\December 1 weekend, and that the Congregational Church will participate again this year with the Gingerbread House baking contest.

XI. Correspondence –None.

XII. Adjournment – The meeting was adjourned at 8:40 PM (Wieliczka/Nickerson).

Respectfully submitted,

A handwritten signature in cursive script that reads "Marcia H. Downs". The signature is written in dark ink and is positioned above the printed name.

Marcia H. Downs